The Manor

A FOUNDATION SCHOOL WITH A
PERFORMING ARTS SPECIALISM

Design: Hamish Symington, www.hamishsymington.com

Welcome from the Principal

I would like to extend a very warm welcome to our first prospectus as a Foundation School with our new name: 'The Manor'.

We are resolute in the pursuit of excellence and our goal is to see all our students achieving (and, indeed, exceeding) their target grades in an atmosphere of mutual respect, tolerance and positive behaviour. Our results are improving dramatically.

I hope this prospectus helps to give you a flavour of the excellent work we do in this small and vibrant learning community.

I am fiercely proud to be the Principal. I urge you to come in and see us - just telephone 01223 508742 to book an appointment and I shall take pleasure in personally showing you round the school on an ordinary working day.

I very much look forward to meeting you.

Ben Slade, Principal

"The effort of staff and pupils to make a dramatic improvement is working."
OFSTED, 2008

The Manor: a new Foundation School

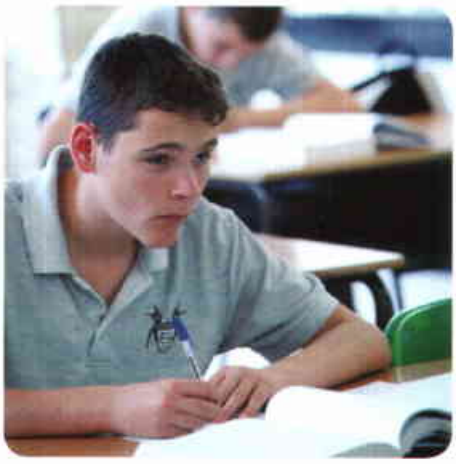
The Manor is a small community-based school in open and spacious grounds. With around 380 students staff are able to give close personal attention to every student while still providing a full and demanding curriculum.

On 1 September 2010 Manor Community College changed its status to become a Foundation School supported by The North Cambridge Community Trust. It continues to benefit from the support of the Local Authority as a maintained school, but it will also be supported by a charity, referred to as a Trust.

New Trustees will be members of the new governing body, which will now be responsible for the employment of staff and the setting of admissions arrangements, as well as the day-to-day management of the land and buildings.

Our nine Trustees represent our close connections and partnerships with businesses, education institutions, public services and community groups in the local area.

> "The formation of a Trust with the involvement of such an impressive range of partners will expand and strengthen our governing body. This is an exciting and rewarding time to be involved with The Manor."
> *Andy Pellew, Chair of the Governing Body*



Our mission and values

We strive to put students first in our decision making.

We are committed to developing both the academic and vocational talent of the future.

Attainment: We are determined to continue to increase the number of students who achieve the 'gold standard' of five GCSEs at A*-C, including English and Mathematics.

Aspiration: We are working with our neighbouring sixth form colleges and further education institutions to ensure that all our students continue their education after leaving us.

Enjoyment: We recognise and celebrate success. We encourage our students to enjoy learning and to increase their own personal development and self esteem.

Equity: We are committed to equal opportunities for all and we welcome young people from all cultures, backgrounds and beliefs.

"Students work well together and show enjoyment of their education."
OFSTED, 2008

The curriculum

At The Manor, groups are taught in sets according to ability in English, Mathematics and Science. Since we are a small school we are able to provide a truly personalised curriculum for students who have particular needs.

For the first three years (KS3), students follow a full and broad curriculum. At KS4 (Years 10 and 11), The Manor offers a rich curriculum of academic GCSEs, applied GCSEs and BTEC courses, and access to a range of Diploma courses. In 2009 six subjects achieved above national average results at GCSE.

Our partnership with one of our new Trustees, Cambridge Regional College, will strengthen the breadth of curriculum provision in Years 10 and 11 to offer apprenticeships, vocational programmes and other accredited courses. Partnership with another new Trustee, Cambridge Centre for Sixth-form Studies, will add still further to the stretch and advanced study experience for many students during their final two years with us.

Over 95% of the students who left the school in 2009 continued their educational studies.

> "Curricular provision in the context of this small college is good."
> *OFSTED, 2008*

> "GCSE results in French have been consistently above national average."
> *Local Authority inspector, 2009*

> "Well-qualified mathematicians teach the subject systematically and with rigour in a manner which engages students."
> *Local Authority inspector, 2009*

> "The Kite Mark is in recognition of the work done by the English department in 2009/10 in increasing challenge within the curriculum."
> *The Prince's Teaching Institute, 2010*

The school specialism

The Manor continues to be a specialist school in the Performing Arts, following its successful recent bid for the renewal of this status. The school also continues to hold the Arts Mark Gold award from the Arts Council of Great Britain.

The school specialism is integral to the enrichment of the curriculum. Across all subjects students are encouraged to develop the five positive Attitudes to Learning of the specialism:

- Performance
- Creativity
- Independence
- Teamwork
- Effort

The performing arts are an excellent practical way of exploring different cultures and celebrating diversity. At The Manor students have engaged in projects investigating their own cultural backgrounds and celebrating and contributing to the diversity of local and international communities.

Experience and participation in Drama, Art and Music provide important sources of both enjoyment and achievement for our students.

"A good range of opportunities exists both within and beyond the college for students to develop their artistic and performing skills."
OFSTED, 2008

"It was brilliant going to my old school and playing in the Rock Band in front of my old teachers."

"Drama is great because we get to work in teams and learn about the history of drama too."
Student quotes, 2010

Community enrichment

The Manor is part of the local community and students take an active role in reaching out to friends and neighbours. Events for Senior Citizens and local primary schools are just some of the regular activities that The Manor students initiate and run. In 2009 over 700 local residents visited the school for its centenary celebrations.

Students have contributed to community activities such as art exhibitions at Lion Yard, the Cambridge Re-use and Recycle Network, and carol singing in Arbury and Alex Wood House.

The Manor works in partnership with local businesses and groups. These include Budgens, Donarbon, Cambridge City Council, the Sue Ryder Charity, Friends of the Manor, Cambridge University Press and our new Trustees, Ridgeons and King's Hedges Neighbourhood Partnership.

"The school has developed effective partnerships with a range of external partners to support students and foster their welfare and well being."
OFSTED, 2008

"We are proud to support The Manor in various ways as part of our Community Involvement Programme."
Cambridge University Press

Curriculum enrichment

The school has a special 'enrichment' programme which takes place weekly during the school day and provides a wide variety of learning opportunities from yoga to judo through to horse riding and gardening.

Lunchtime clubs are increasing all the time as students take responsibility for setting up or helping staff to run them.

After-school activities include a homework club, study support groups and access to the Steven Hawking Library and Study Zone.

School trips in 2009-2010 ranged from an outward bound residential course in Wales to specialist workshops and seminars at the University of Cambridge.

Visitors to The Manor who have enriched the 'in-school' experience for our students have included the Britten Sinfonia, local church leaders, Sin Cru Dance Group and Cambridge University Press.

> "What I particularly enjoyed about this project was the fact that, only a short while after first picking up their instruments, the children were able to join in a performance with the professional string trio."
> *Creative Learning Director, Britten Sinfonia*

Partnership with parents

We take seriously our responsibility to keep parents and carers informed of their children's progress, and do so through regular reports and review meetings.

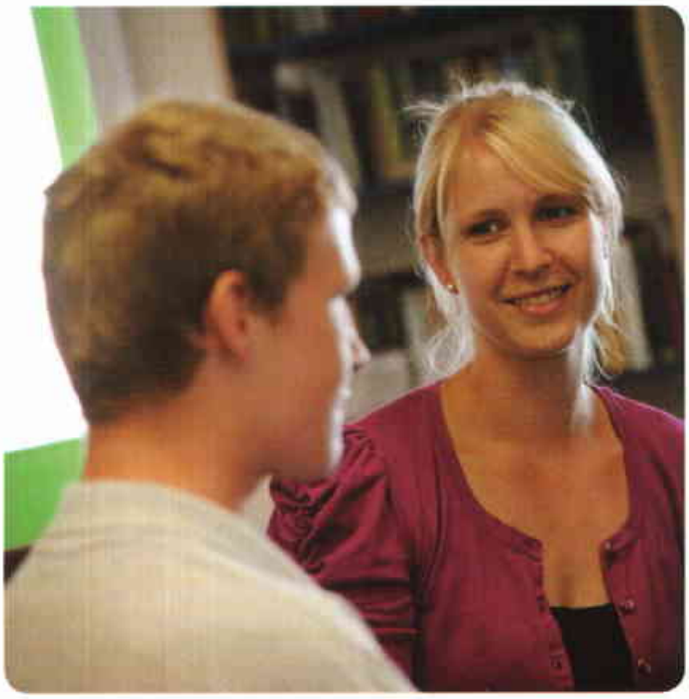
We encourage parents to share in our celebrations, school performances and extra-curricular activities.

> "Parents feel that they are well informed about how their child is getting on."
> *Cocentra Survey 2009*

If parents or carers have a concern about their child, the first point of contact is their child's Form Mentor. They can be contacted either by telephone (01223 508742), through the student School Planner, by letter or by email (office@themanorcambridge.org).

If the concern is more serious, relating to matters such as behaviour or bullying, these will be dealt with by the relevant year Leader of Learning or, if necessary, the Principal.

We know each of our students very well, so it is easy to put parents and carers in touch with the member of staff who can help.



Attendance and punctuality

Routine daily attendance at school is an important life skill for our students to establish.

Very occasionally your child may be unwell to an extent that it is not possible for them to come to school. If this is the case we ask that the school is informed before 8.30am.

Absences during term time for doctor's or dentist's appointments should be avoided. Holidays during term time are not permitted.

The school day begins at 8.45am with either an assembly or tutor time. Students are expected to be punctual and ready to learn not only at the beginning of the day but also for all lessons.

Being on time for lessons is an important part of students being able to be an independent learner in their future careers and education.

"I am expected to do my very best."
Majority response in a Cocentra student survey, 2009)

Behaviour

Good behaviour involves respect for each other and allows all students to engage in learning.

The Manor has a clear Code of Conduct, which is displayed in classrooms and public areas. There is also a system of rewards for exceptionally good behaviour.

We are proud of our student leaders, Head Boy and Girl and our Senior Student Leadership Team. Our Student Voice Forum of 34 members is an active part of the school community.

Students need to be able to engage in their learning and feel safe and free from prejudice. At The Manor, bullying is not tolerated in any form. The students know this. The school's Student Voice Forum has developed its own Anti-Bullying Charter which applies to all aspects of bullying, including cyber-bullying.

The Manor is a calm and well-ordered environment where the boundaries are clear. Each student is known and understood as an individual and respected as such within the school community.

"Due to the strong structures for behaviour management, behaviour in lessons and around the college is good."

"Students take advantage of opportunities for responsibility in the classroom and around the college."
OFSTED, 2008

Student support and guidance

The Manor has five Leaders of Learning - one for each year group of 75 students. Form groups are also small, with around 25 students; each form is cared for by a Form Mentor who sees each student at least twice a day. From their Form Mentor, students receive personal and ongoing advice, information, and support in their academic and school life.

Specific 'themes for living', which include economic well being, healthy living, diversity in the community and keeping safe, are investigated through group discussions, often with external speakers (such as our new Trustee, Cambridge Constabulary) in 'Deep Learning Days'.

Students are encouraged to take advantage of the various opportunities for them to access their own self help and support. There are boys' and girls' clubs run by the Youth Service, drop-in sessions with the school nurse, and sessions with school counsellors on friendships and relationships, safety and health, and personal and emotional matters.

In years 10 and 11, students are given individual advice about suitable curriculum choices and courses from Form Mentors and subject staff.

"Students are well known and feel safe in college."

"Students who find learning difficult or have disabilities are well supported."

"Students are well prepared for their future lives and studies."
OFSTED, 2008

"Your students were terrific; polite, patient and well presented and pitched in with great answers to challenging questions."
Dr Pixie McKenna, Presenter, Channel 4, 'The Drugs Education Show'

The transition from primary school

Our staff and students work on projects with the students at our local primary schools as early as Year 4. The Associate Primary School Cluster is represented by a new Trustee on our governing body, further strengthening our joint working with our main feeder schools.

In the summer holidays before students come to us we run special workshops and activities to help students to feel at home in the buildings and to meet and make new friends.

For students coming to The Manor in Year 7 who may have had special and additional educational needs identified, we have good relationships with the primary schools who make certain that we have this information before term starts. We are then able to prepare a suitable programme of support.

Parents of primary-school-age children are invited every year to attend an Open Evening. The evening is an opportunity to meet teachers and students, see our students in action in a variety of displays and view a number of exhibiitons of students' work. For our 2011 Year 7 intake our Open Evening is on Tuesday 5 October 2010 from 7pm.

We also have Open Days when parents and carers are invited to a special guided tour round the school. In the Autumn Term 2010 the dates for these are Wednesday 15 September, Wednesday 13 October and Wednesday 17 November. Tours begin at 9am and 2.15pm. No appointment is necessary for these days. The Principal is also happy to show you round the school individually at other times by arrangement.

Although we changed our status to be a Foundation school on 1 September 2010, the admissions procedures are still run by Cambridgeshire County Council as before. If you have any queries, contact the Admissions Department at Cambridgeshire County Council on 01223 699102 or by post at OCYPS, Castle Court, Cambridge CB3 0AP.

"'The arrangements for my child's move from primary school to Manor were really thorough. She settled in brilliantly'"
Year 7 parent, 2009)

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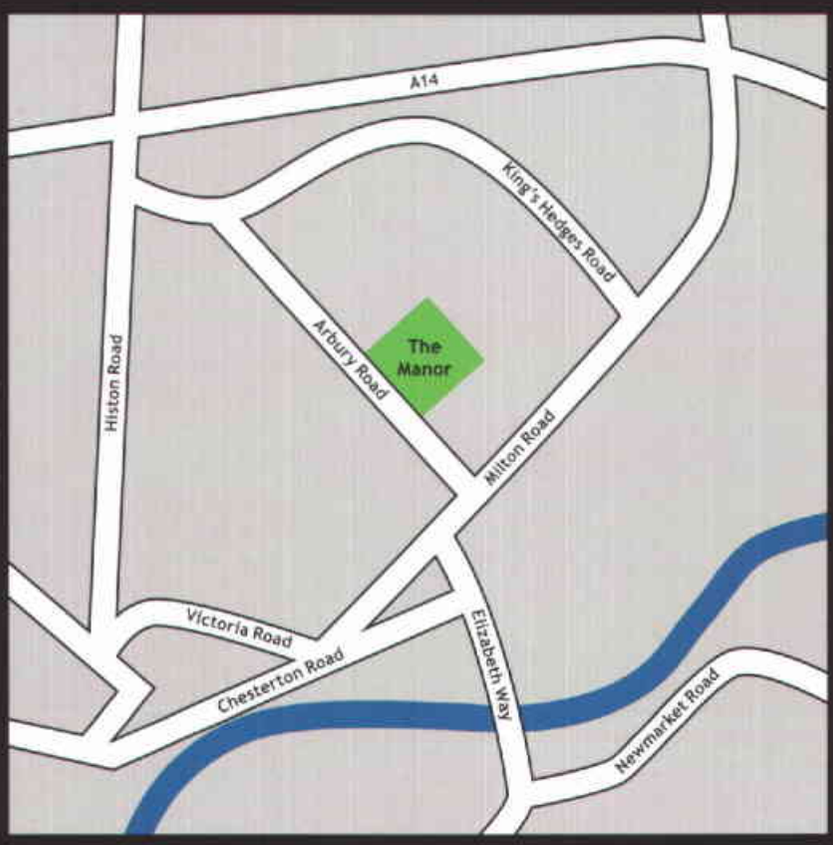

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The Manor, Arbury Road, Cambridge CB4 2JF
www.themanorcambridge.org • 01223 508742 • office@themanorcambridge.org